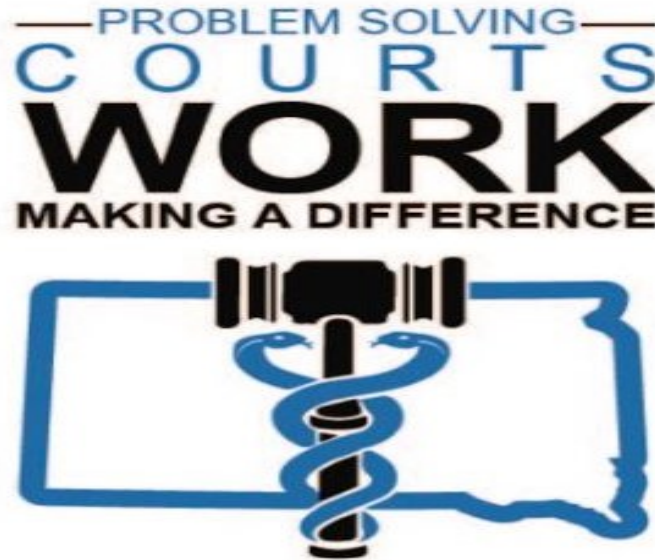


Participant Handbook



Pennington County Mental Health Court

(605) 394-2595

The use of any chemicals (alcohol and/or drugs) will not be allowed.



Welcome to Mental Health Court!

Mental Health Court is meant to promote self-sufficiency. Mental Health Court will help you in becoming a productive and responsible community member. The choice to become stable and to be drug and alcohol free is up to you.

A team will set up support services and help you during your time in the Mental Health Court program. You will be given a chance to make changes, re-balance your life, and move forward on a positive path.

This handbook is your guide to Mental Health Court. It tells you what you need to do while in this program. You need to read this handbook and follow all the rules.

Updated 2019

The content of this handbook may be modified at any time. You will be notified of any changes to your program responsibilities.

Participant Rights

By saying yes to Mental Health Court, you have waived your right to traditional Court proceedings. This includes disputing search/seizure/traffic stop, preliminary hearing, trial by jury or court, etc...

By saying yes to Mental Health Court, you are giving permission to your treatment counselors to share information with the Mental Health Court Team.

Mental Health Court is open to the public. The news media may use your information. We cannot stop them from talking due to the information being public record.

Mental Health Court Schedule

Mental Health Court Team Meetings:

- 1:30 P.M.—3:00 P.M. on Tuesdays
Pennington County Courthouse
Closed to the Public

Mental Health Court Sessions:

- 3:00 P.M.—5:00 P.M. on Tuesdays
Pennington County Courthouse
Open to the Public

Courtroom Rules

1) Be on time.

2) Dress appropriately.

- No hats, caps, bandanas, or do-rags
- No bare feet or slippers
- No drug/alcohol logos
- No gang clothing
- No sweatpants
- No sagging pants
- No underwear or bra straps showing
- No sunglasses
- No short shorts (even in summer)
- No mini/micro skirts or dresses
- No tank tops, muscle shirts, or unbuttoned shirts
- No low-cut tops, crop-tops, see-through blouses, tube tops, or halter tops

3) Stand when the Judge is talking to you.

4) All phones in the courtroom must be turned off!

5) No sleeping.

Courtroom Rules (cont.)

- 6) Food and beverages are not allowed in the courtroom.
- 7) Sit with the other participants.
- 8) Do not go to the bench unless okayed by the Judge or asked by the Judge.
- 9) You will not be under the influence of any beverage and/or illicit drug.
- 10) Be respectful toward the Judge, the Mental Health Court team, and the other Mental Health Court participants.
- 11) Show support and encourage to your fellow Mental Health Court participants by clapping.

Mental Health Court Rules

- **TREATMENT** — Show up, be honest, and try.
 - * Your treatment plan is made by you and your treatment providers
 - * You will go to addiction and/or mental health treatment as needed
 - * You will go to group and/or individual treatment sessions as needed
 - * Remember... Everyone needs a different level of treatment
 - * Remember... Everyone heals and learns at a different pace
- **COMPLIANCE** — Follow all rules for the [Mental Health](#) Court program and all reasonable requests from the Mental Health team.
- **TELEPHONE COMMUNICATION** — Have a working telephone at all times. Keep regular contact with your probation officers and treatment providers. Check in with your probation officers by telephone every morning and every evening.

***Failure to follow these rules may result in a sanction or termination from Mental Health Court*

Mental Health Court Rules

- **OFFICE VISITS** — Show up and be on time for all probation appointments.
- **FIELD VISITS** — You will be visited by your probation officer day or night and with or without notice. You may be drug and alcohol tested.
- **EMPLOYMENT** — Tell the Mental Health Court team if you are working and what your work schedule is. If you are not working but going to school or doing community service keep your CSO informed. DO NOT make changes without permission from the Mental Health Court team first.
- **COURT ATTENDANCE** — Attend as directed and be on time. Be on good behavior and dress appropriately. You will have the opportunity to talk with the Judge. You may receive incentives (rewards) for good behavior and sanctions for bad behavior. (See Courtroom Rules)

***Failure to follow these rules may result in a sanction or termination from Mental Health Court*

Mental Health Court Rules

- **COLLATERAL CONTACTS** — The Mental Health Court team will be talking with everyone involved in your life (significant others, friends, family, employers, doctors, counselors, etc.).
- **LIVING ARRANGEMENTS** — Tell the Mental Health Court team where you are living. Tell the team who lives in your house with you who at all times. DO NOT move or have guests/visitors/roommates without permission from the Mental Health Court team first.
- **ASSOCIATIONAL LIMITS** — Your probation officers will pre-approve your friends list. Do not be around people on felony probation or parole or with people with charges pending. Do not hang out with law-breaking, violence-prone, or drug/alcohol using people. If needed, the Mental Health Court team can limit your contact with certain people.

***Failure to follow these rules may result in a sanction or termination from Mental Health Court*

***Failure to follow these rules may result in a sanction or termination from Drug Court*

Mental Health Court Rules

CHEMICALS AND SUBSTANCES — Do not use or have any mood-altering chemicals or illegal substances on you, in your home, or in your vehicle. This includes alcohol! Do not go into places where alcohol is the primary sale.

SEARCH AND SEIZURE — Your blood/breath/urine and person/possessions/vehicle/residence will be searched frequently and randomly for controlled substances, alcohol, drug paraphernalia by your probation officers. Law enforcement can complete searches at your probation officer's request. You may be searched by your treatment providers while on treatment provider property.

***Failure to follow these rules may result in a sanction or termination from Mental Health Court*

Mental Health Court Rules

PRESCRIPTION MEDICATIONS — Tell the Mental Health Court team about all prescription medications you take. DO NOT misuse your prescription medications.

Give your doctor the Drug Court “Medical Provider Letter” at each doctor visit.
Seek non-narcotic choices with medical providers and treatment providers.

OVER-THE-COUNTER MEDICATIONS — Get permission from the Mental Health Court team before taking over-the-counter medications or herbal remedies. DO NOT misuse over-the-counter medications.

SAFE AND RELIABLE (if taken as indicated on the label)	DO NOT TAKE
Pain Relief/Analgesics: Tylenol, Aleve, Aspirin, Ibuprofen, Excedrin, Naproxen, Midol, Pamplin Laxatives: Metamucil, Miramax, Colace, Dailies, Docusate Allergy: Allegra, Clarine, Claratin, Alavert, Zyrten (*all non-decongestant) Cough/Cold: Mucinex, Tessalon Perles, Flonase, Nasacort, Nasonex, Saline Sprays Antacids Gas Relief Antibiotics Antidepressants Anti-fungal Products Hemorrhoid Products Asthma Medications Dermatological Products Eye Products Ear Products Fever Blister Products Toothache Products Sore Throat Products Sunscreens Topical Creams Vaginal Products Urinary Products	Sleep aids Narcotic pain relievers Barbiturates Benzodiazepines Over-the-counter caffeine or diet pills Medications containing Codeine Medications/mouthwash/topical products containing alcohol Tranquilizers

***Failure to follow these rules may result in a sanction or termination from Mental Health Court*

Mental Health Court Rules

DRUG & ALCOHOL TESTING — You will be tested randomly and frequently. Testing will be unannounced and inconvenient.

DO NOT refuse or mess with testing.

- Have a working phone at all times to get your testing notification
- You must test within four hours of your test notification
- It is your duty to make sure the medication you are taking and the food/drink you are having will not mess with testing.
- You will be sanctioned for failure to follow testing requirements (failure to report, failure to produce a urine/breath sample, producing a diluted or masked sample, interfering with testing, etc.) If your test is positive but you deny use of substances, the sample will be sent for confirmation testing at your expense.
- Do not hang out with people who are using drugs or alcohol. Do not expose yourself to passive inhalation of second-hand smoke.

***Failure to follow these rules may result in a sanction or termination from Mental Health Court*

Mental Health Court Rules

RECOVERY SUPPORT GROUPS — Attend 2 meetings per week and get verification to the Mental Health Court team. You can attend more than 2 meetings if you would like.

COMMUNITY INVOLVEMENT — Get involved with positive activities in your community.

LAWFUL BEHAVIOR — Follow all laws. Do not threaten anyone. Do not commit any acts of violence. Do not have any weapons. Report any contact with law enforcement immediately, even if the contact was not your fault.

DRIVING — DO NOT drive without a valid Driver's License and current vehicle insurance. If your Driver's License is suspended or revoked you may be able to request a Work Permit.

***Failure to follow these rules may result in a sanction or termination from Mental Health Court*

Mental Health Court Rules

ABILITY TO PLAN — Write in and follow your daily planner.

FINANCIAL DOCUMENTATION/PLANNING — Develop and follow a budget. Live within your means. Make monthly payments toward Court fees/fines/costs. Do not spend more than \$300 on any single-item purchase without the go-ahead from the Mental Health Court team first. Your financial documentation may be requested.

***Failure to follow these rules may result in a sanction or termination from Mental Health Court*

Incentives

When you show up for your Court session, you may be given an incentive to reward you for positive progress and/or good behavior:

- + Honesty
- + Adjusting to the program
- + Accomplishing goals
- + Finding a sponsor
- + Having a positive attitude
- + Avoiding temptation to use

Incentives can include (but are not limited to):

- * Applause
- * Medal to mark milestones
- * Acknowledgement from the Judge
- * Fishbowl drawing
- * Progression in the Mental Health Court program
- * Gift cards to local businesses
- * Decreased Court attendance
- * Bus passes
- * Decreased supervision
- * Paid minutes for cell phone
- * Group incentives
- * Commencement

Sanctions

Sanctions are used in response to negative progress/behavior.

- X Dishonesty
- X Missing or being late for appointments or Court
- X Disrespectful behavior
- X Missing or being late for a UA/PBT
- X Failure to maintain a daily planner
- X Interfering with a UA/PBT
- X Failure to attend support groups
- X Testing positive on a UA/PBT

The seriousness of the violation determines the severity of the sanction. Sanctions can include (but are not limited to):

- | | |
|-------------------------------|--|
| * Verbal reprimand | * Community service work |
| * Writing assignments | * In-Court apology |
| * Increased drug testing | * Stricter curfew |
| * Increased supervision | * Restricted Monitoring |
| * Increased Court appearances | * House Arrest |
| * Delay in phase progression | * Incarceration |
| * Phase demotion | * Termination from Mental Health Court |

Therapeutic Adjustments

Therapeutic Adjustments are treatment-oriented consequences for substance use early in the Mental Health Court program.

If you are struggling to achieve sobriety but are otherwise meeting the requirements in the Mental Health Court program, therapeutic adjustments will be made based on recommendations of your treatment providers.

Therapeutic Adjustments can include (but are not limited to):

- * Increased self-help meetings
- * Increased Court appearances
- * Increased drug/alcohol testing
- * Increased treatment intensity
- * Completion of treatment workbooks
- * Additional assessments or evaluations
- * Journaling
- * Modification of individualized treatment plan
- * Motivational Interviewing exercises
- * Residential treatment
- * Evaluation for possible medication

Phases

The Mental Health Court program is made up of 4-phases. It is a highly structured program. Each phase helps you grow and heal. For you to move up in phases you must participate in treatment, attend court, be compliant with your probation officers, and have all fees up to date.

All phases must be successfully completed in order to successfully complete Mental Health Court.

REMEMBER: Everyone moves
forward at a different pace!!

Phase 1 Checklist

Engagement (At least 60 Days)

Only permitted to move on once all steps of applying, acceptance and beginning participation have occurred:

- ◇ A definition of the Mental Health Court is provided
- ◇ Rapport is built with participant and their referral source
- ◇ A request is generated
- ◇ States Attorney's Office does a legal screen to see if Mental Health Court is appropriate
- ◇ Application is requested
- ◇ Completed if offer is made
- ◇ Assessment is completed by Behavior Management Systems to see if referral meets inclusion criteria, if yes referral is given to team for discussion.
- ◇ Once accepted by the Mental Health Team the Orientation process takes place with the Probation Officer, the participant, and assigned case manager.
- ◇ During the process of signing up the participant existing services that are in place are identified and new services identified if needed.
- ◇ Begin Stabilization Process
- ◇ Attend Mental Health Court Weekly
- ◇ Meet with Probation and/or Case Managers as directed
- ◇ Form a Mental Health Court goal plan with CSO and/or Case Manager
- ◇ Make a schedule (include times for medications and appointments)
- ◇ Establish schedule using the planner provided by the Mental Health Court
- ◇ Take medications and attend appointments as listed in planner
- ◇ Participate in UAs and PBTs as directed/only use prescription medications.
- ◇ No other drug or alcohol use allowed.

Moving on to the next phase will be allowed when the Mental Health Court Team feels the participant is ready.

Phase 2 Checklist

Transitional (At least 90 Days)

Allowed to move on from this phase when they have consistently demonstrated the following:

- ◇ Continue with engagement phases work and continue to build successes.
- ◇ Continue to work on developing relationships with SOS (Systems of Support).
- ◇ Establish(ed) living conditions outside of incarceration. Identify and develop health living skills.
- ◇ Continue taking medications and attending appointments as scheduled.
- ◇ Demonstrate abstinence from all other substances other than prescribed meds.
- ◇ Continue going to weekly Court appearances
- ◇ Continue to establish/re-establish working with BMS case managers to continue to develop coping in the community.
- ◇ Develop and improve problem solving skills.
- ◇ Maintain stability.
- ◇ Continue to use/reach out to identified support systems.
- ◇ Identify pro-social activities that can be participated in.
- ◇ Attend therapy groups and counseling appointments as deemed necessary.
- ◇ Development of Mental Health goal plan.
- ◇ Develop a plan to begin consistent payment of applicable restitution.

Possible sanctions and treatment responses for violating the terms and conditions of this phase are:

- Increased reporting frequency to probation officer
- Written essays
- Increased level of treatment
- Brief incarcerations
- Termination

Moving on to the next phase will be permitted when it has been decided by the team that the participant is ready to advance.

Phase 3 Checklist

Impact (Minimum 90 Days)

- ◇ Keep attending Mental Health Court every week with a possible reduction in the later part of this phase
- ◇ Keep meeting with probation as told
- ◇ Keep all treatment appointments
- ◇ Keep following the Mental Health Court goal plan.
- ◇ Make consistent payments
- ◇ Stay away from all substances other than prescribed medications
- ◇ Keep community living and medications
- ◇ Safety in the community
- ◇ Attend and share in group sessions
- ◇ Follow the plan and keep working with case managers.
- ◇ Continued growth towards completion of probation.

Possible sanctions for violating terms and conditions of this phase are:

- ⇒ Moving back a phase.
- ⇒ Increased frequency of reporting to probation officer
- ⇒ Written essays
- ⇒ Increased levels of treatment
- ⇒ Brief incarcerations
- ⇒ Termination

Moving on to the next phase will be allowed when it has been decided by the team that the participant is ready to move ahead.

The individual must be showing clear signs of stability and consistency.

Phase 4 Checklist

Care (At least 90 Days)

- ◇ Continued proof of taking medication.
- ◇ Attend Mental Health Court at the level necessary determined by the team.
- ◇ Continue to meet with probation as instructed.
- ◇ Continue to attend all appointments with treatment agencies.
- ◇ Continued growth towards completion of probation.
- ◇ Living safely in the community.
- ◇ Continued plan of success developed as well as resources and support groups.
- ◇ Successful plan of discharge from probation.

To advance through this phase the participant must be prepared meet with the entire Mental Health Court team and solicit input for and to begin work on developing a **“Wellness Plan for Success”**.

This Plan will include:

- ◇ Detailed lists of supports that will continued to be used
- ◇ A description of how he/she will keep stability after they are out of the program
- ◇ The plan will describe what the participant must do daily to keep well
- ◇ A relapse plan including an action plan to calm situations if they arise
- ◇ The Plan should describe goals for the future and to achieve those goals.
- ◇ A statement about what has been learned while in the Mental Health Court Program.

When they are ready and prepared this will be the time that they are asked to share this with just the MHC Team or at their ceremony.

A ceremony/celebration will be planned with the participant and held in their honor.

This will be done with the Mental Health Court Coordinator and whomever the individual would like to involve in the planning process. Invitations will be extended to whom the participant wants to have attend and certificate and a medallion will be presented.

Termination

Termination from Mental Health Court happens if you do not follow the rules.

Reasons for termination can include, but are not limited to:

- ◇ Not attending or following your treatment program
- ◇ Refusal to participate in the program
- ◇ Breaking the Mental Health Court rules
- ◇ Concern for public safety
- ◇ Threat to the integrity of the program
- ◇ Commission of a crime
- ◇ Failure to attend Mental Health Court sessions
- ◇ Drug distribution or DUI
- ◇ Threatening, abusive, or violent behavior
- ◇ Not passing drug/alcohol tests
- ◇ Messing with drug/alcohol testing
- ◇ Failure to move forward in your program
- ◇ Any other grounds the Mental Health Court team finds sufficient for termination

VOLUNTARY REMOVAL: You may request removal from the Mental Health Court program at any time. If you are an absconder from supervision while in the Mental Health Court program you will be considered to have voluntarily removed yourself from the program.

Written Requests

Must be completed and given to Court Services by Thursday in order to be looked at by the Mental Health Court on Tuesday.

Special Requests	Holiday Plans	Trip Requests
<ul style="list-style-type: none">To ask permission for special circumstances <p>Examples:</p> <p>Work permit</p> <p>Late curfew</p> <ul style="list-style-type: none">Change in living arrangements <ul style="list-style-type: none">Must be detailed and include times/dates, where, with whom, under what circumstances, etc.	<ul style="list-style-type: none">To help you plan ahead and think about what you need to do to stay sober during holiday times.To help the Mental Health Court team know where to locate you.Must be detailed and include locations, activities/events, who will be present, safety plan, etc.	<ul style="list-style-type: none">To ask permission to go on overnight or out of area trips.Must be detailed and include times/dates, trip information, lodging information, who you are going with, how you are getting there, safety plan, etc.

Important places for you to know:

Public Defenders Office

130 Kansas City Street Suite 310

(605) 394-2181

City/County Alcohol & Drug Programs (Detox)

321 Kansas City Street

(605) 394-6128

Crisis Care Center

321 Kansas City Street

(605) 391-4863

Alano Society

325 Deadwood Ave N

(605) 342-9808

Health and Human Services

321 Kansas City Street

(605) 394-2156

Fountain Springs Church

Celebrate Recovery

2100 N Plaza Drive

(605) 343-4181

Department of Labor

2330 N Maple Avenue #13

(605) 394-2296

Salvation Army

621 E St Patrick Street

(605) 342-8849

Cornerstone Mission

30 Main Street

(605) 341-2741

Consumer Credit

Counseling Services

2310 N Maple Avenue

(605) 348-4550

Food Bank

Feeding South Dakota

1111 N Creek Drive

(605) 348-2689

Department of Social Services

510 N Cambell St.

(605) 394 2525

Other Important Contacts

[illegible]

Mental Health Court Team

Jeffrey Connolly—Judge

Tessia Johnston — Coordinator/Court Services Officer

Lara Roetzel — Prosecutor (State's Attorney's Office)

Joseph Ashley Parr — Defense Attorney

Aimee Janvrin MA, LPC-MH, QMHP —Mental Health Treatment

(Behavior Management Systems)

Deanna Nolan LAC – Care Campus – Addiction Treatment Services

Captain Brooke Haga — Law Enforcement (PCSO)

Captain John Olson — Law Enforcement (RCPD)